



HAGLEY CATHOLIC HIGH SCHOOL

SEMPER FIDELIS

Drug, Alcohol and Substance Misuse Policy

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Post holder responsible	Assistant Principal – Behaviour and Attitudes
LGB Chairperson	Geoff Taylor-Smith



Commitment to Equality:

We are committed to providing a positive working environment which is free from prejudice and unlawful discrimination and any form of harassment, bullying or victimisation. We have developed a number of key policies to ensure that the principles of Catholic Social Teaching in relation to human dignity and dignity in work become embedded into every aspect of school life and these policies are reviewed regularly in this regard.

This Drug, Alcohol and Substance Misuse Policy has been approved and adopted by Hagley Catholic High School Governing Body on 17th October 2023 and will be reviewed in October 2025.

Signed by LGB representative for Hagley Catholic High School:



Signed by Principal:



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Rationale

This policy is in line with the [‘DFE and ACPO Drug Advice for Schools \(2012\)’](#). This policy should be followed in conjunction with other relevant school policies, for example, the [Behaviour for Learning Policy](#), the [Screening Searching and Confiscation Policy](#), the [Health and Safety Policy](#) and the [Exclusions Policy](#).

Aims of This Policy

The purpose of this policy is to:

- Clarify the school’s legal requirements and responsibilities.
- Reinforce and safeguard the health and safety of all staff, students, Local Governing Body members, parents/carers, external agencies and the wider community.
- Clarify the school’s approach to drugs for all staff, students, Local Governing Body members, parents/carers, external agencies and the wider community.
- Give guidance on developing, implementing and monitoring the school’s drug education programme.
- Enable staff to manage drugs, alcohol and illegal substances on the school premises with consistency and in the best interests of all involved.
- Enable staff to manage incidents relating to drugs, alcohol and illegal substances with consistency and in the best interests of all involved.
- Ensure that the response to incidents involving drugs, alcohol and illegal substances compliments the overall approach to drug education and the ethos and values of the school.
- Provide a basis for evaluating the effectiveness of the school’s drug education programme and the management of incidents involving illegal and other unauthorised drugs.

Role of The Principal and Local Governing Body

The Local Governing Body has overall responsibility for this policy and its implementation. This responsibility is devolved to the Principal who is responsible for liaising with the Local Governing Body, parents/carers and appropriate outside agencies and for the appointment of those staff within the school who have responsibility for handling the implementation of the policy. The Principal will ensure that all staff dealing with substance issues are adequately supported and trained.

Application

This policy applies to all persons using the school site; parents, carers, students, staff and visitors. The limits of the school boundaries extend beyond the school premises to include all off-site student activities, such as work experience and school trips. The policy applies at all times when staff ‘duty of care’ responsibilities apply. The school is aware that some of its students may be particularly vulnerable, so staff must be particularly careful of their welfare.

Inappropriate behaviour, in relation to the possession, use of, supply of illegal and other unauthorised drugs and drug paraphernalia outside the school may be sanctioned if the inappropriate behaviour poses a threat to another student or member of the public, or if the inappropriate behaviour could adversely affect the reputation of the school.

However, we are not, in a position to routinely sanction inappropriate behaviour in the community that takes place outside of school hours, for example on a weekend.

Definitions

The policy covers any substances taken to change the way a person feels, thinks or behaves. This includes:

- All illegal drugs.
- All legal drugs, including tobacco (e-cigarettes/vapes), alcohol and volatile substances.
- New psychoactive substances and unauthorised substances.
- All medicines.

The School's Stance

The possession, use of or supply of illegal and other unauthorised drugs and or drug paraphernalia within school boundaries is unacceptable.

Some students may require medicines that have been prescribed for use during the school day. In these cases, the school's guidance's on the 'Management of Medicines' will be followed.

When managing drugs and drug-related incidents, the first concern will be for the health and safety of all involved, followed by the pastoral concerns of students.

- The school will consider very carefully the implications of any action it may take.
- It will seek to balance the interests of the students involved, the other school members and the local community.
- Factors to be considered will include the age of the student, whether the incident involved one student or a group and whether peer pressure is evident.
- The fact that certain behaviour could constitute a violation of the criminal law will not in itself necessarily lead to a more punitive response.
- In all cases the school will ensure that the student has access to professional support and advice from the relevant services and agencies.

Responsibility for co-ordinating drug/substance related issues lies with the Assistant Principal: Behaviour and Attitudes, who will involve all relevant stakeholders, as appropriate.

All drug-related incidents will be treated with the utmost seriousness and can incur the most serious of sanctions at the school's disposal up to and including permanent exclusion. Once any investigation has been completed, the evidence will be presented to the Principal who will impose appropriate sanctions.

Drug Education

The aim of the school's drug education programme is to provide opportunities for students to develop their knowledge, skills and attitudes and understanding about drugs, and appreciate the benefits of a healthy lifestyle, relating this to their own and others' actions.

Drug education objectives:

- To increase knowledge and understanding of drugs and their effects by providing accurate information.

- To improve self-knowledge, particularly in terms of risk taking.
- To promote positive attitudes towards healthy lifestyles; to challenge and try to modify these when they may lead to behaviour harmful to health.
- To promote a sense of responsibility towards the use of drugs.
- To develop social skills such as making informed choices and resisting unhelpful pressures from peers and from advertising.
- To enable young people to identify sources of appropriate support.
- To widen understanding about related health and social issues such as sexual health and crime.

The programme will reflect the views and needs of students so that it is age/needs appropriate and demonstrates year on year progression. It will be based on the requirements of the National Curriculum, in particular science, the PHSE framework and citizenship. It will be delivered within a whole school approach through well planned PHSE and curriculum lessons.

The teaching of drug education will:

- Provide opportunities for active learning.
- Give accurate and unbiased information.
- Allow for the expression and consideration of a range of attitudes and values.
- Offer opportunities for discussion and reflection.

The programme is organised by the Character and Culture Co-ordinator alongside the Assistant Principal, Behaviour and Attitudes who are responsible for:

- Schemes of Learning.
- Ensuring that staff feel confident and informed to deliver the lessons within Character and Culture/PSHE lessons.
- Monitoring and reviewing the Schemes of Learning.

External Partners

We recognise that outside educators can make a valuable contribution to the programme. We may, therefore, on occasions invite outside educators to support the Drug Education Scheme of Learning. They must be familiar with and support relevant aspects of school policy and contribute to the programme as negotiated and agreed with the teacher. The teacher will remain present during the session.

Managing Drug-Related Incidents at School

The priority will always be for the safety of all, dealing with medical emergencies and securing appropriate help.

The school will employ a range of responses so that the needs of the individual are balanced against those of the wider community. The precise response will be determined after a full and careful investigation into the exact nature of the incident. Students will be aware of the range of possible responses and the effect those responses may have on them.

Support for students as appropriate will be a priority, including referrals to local and national helplines and agencies such as FRANK, SPACE, Worcestershire's multi-agency substance misuse service for young

people, NHS Smoking Services or Drinkline. In such cases, careful attention will be given to issues of confidentiality.

The school nurse and other professionals will be able to give advice regarding all health-related matters. The school will normally involve the student's parents/carers unless this would jeopardise the student's safety. A full record will be made of every incident.

Discovery of Suspected Substances or Drug Paraphernalia on School Premises

Staff discovering substances which are suspected of being harmful, illegal or requiring further investigation should observe the following guidance:

- Consider the possible need for first aid and follow the school's first aid procedures.
- If possible, remove the suspected substance from the location in the presence of a witness. If there is no witness, do not delay, remove the substance, and take it to the Principal, or member of staff authorised to deputise.
- If a student is thought to be in possession of a suspect substance, do not attempt to search the student. You may ask the student to voluntarily empty his or her pockets, bag, desk or locker with a witness present. You may not forcibly detain the student (refer to our Screening, Searching and Confiscation policy).
- Do not retain the substance on your person or in a place of safekeeping for a later time, as this could place you at risk.
- Record the time, place and circumstances of the discovery and also record the details of what was found, but do not investigate the substance.
- Where drug-related paraphernalia, such as needles and syringes, is discovered, do not attempt to handle this. It should be collected by the appropriate personnel in line with health and safety guidelines. The Principal must ensure that materials are placed in a secure container to await proper collection.
- There is no legal obligation to inform the police, although they may be able to give relevant support or advice. Once the nature of the substance is confirmed, it is legally acceptable to dispose of the substance, typically by flushing down the lavatory. This should be witnessed and recorded.
- Where a substance is confirmed as being controlled, it is the responsibility of the Principal to notify the parents/carers concerned, and, if necessary, to consider further action, including notifying the Chair of the Local Governing Body.
- In circumstances where it is possible that the school premises are being used for illegal drug use, all reasonable steps must be taken to prevent this, to avoid contravening the law.

Working with The Police

The school is not legally obliged to involve the Police regarding illegal drugs, but we will work in partnership for the benefit of the school and wider community. The school can seek assistance from the local Policing Team Officer, who will give guidance on the law, the identification and disposal of substances, and whether or not the Police should be actively involved in a given situation.

Confidentiality

In managing drugs and drug education lessons, teachers cannot and should not promise total confidentiality. The boundaries of confidentiality will be made clear to students. Confidentiality cannot be maintained:

- Where child protection issues arise.
- In order to co-operate with a police investigation.
- Where there has been agreement to refer a student to an external agency.

Every effort will be made to seek the agreement of the student before further sharing of sensitive information. Where information is to be shared, this will be strictly on a need-to-know basis.

